

Overview Information for the
FY2005 Region 8 “Consolidated Funding Process (CFP)” Request for Proposals (RFP)

Agency Name: US Environmental Protection Agency, Region 8, Ecosystem Protection and Water Programs

Funding Opportunity Title: ***FY2005 Region 8 Consolidated Funding Process (CFP) RFP***

Announcement Type: Initial Request for Proposals (RFP) for the FY2005 process

CFDA Numbers & Titles:

- 66.463 -- Water Quality Program Cooperative Agreements & Grants
- 66.436 -- Total Maximum Daily Load program (TMDL) – Surveys, studies and investigation Grants & Cooperative Agreements
- 66.461 -- Wetlands Protection Project Grants
- 66.610 -- Regional Geographic Initiative (RGI) -- Surveys, studies, investigations and special purpose Grants within the office of the Administrator
- 66.424 -- Source Water Protection -- Surveys, Studies, Demonstrations and Special Purpose, Section 1442 of the Safe Drinking Water Act

Important Dates: Friday, October 15, 2004 – Date for release of FY2005 CFP RFP

- **End of October** – Date for release of FY2005 Wetlands memorandum identifying priorities areas for the Wetlands program areas.
- **November, 2004** – Date the FY05 Wetlands National Program Guidance is released
- **Wednesday, December 15, 2004** – **Date by which proposal must be postmarked!!**
- **Friday, April 8, 2005** – Expected process completion date

Additional Overview - The following information provides a concise description of this funding opportunity: ([*For specific information, please see the full text of the RFP immediately following this overview information*](#))

Statutory Authority & Eligible Activities: Clean Water Act §104(b) (3)... ***“Research, investigations, experiments, training, demonstrations, surveys, and studies*** relating to the causes, effects, extent, prevention, reduction and elimination of (water) pollution” are eligible activities. NOTE: Multi-media project activities under the Regional Geographic Initiative Program may be eligible for funding under other statutory authorities; such as, Section 103 of the Clean Air Act.

Ineligible Activities: routine program implementation, implementation of routine water quality protection or restoration measures, regulatory compliance or mitigation, land acquisition, recreational features such as hiking trails, purchase of vehicles, or completion of work which was to have been completed under a prior grant are NOT eligible.

Anticipated amounts of awards: In the FY2004 CFP funding cycle, EPA Region 8 funded 57 projects out of 135 for a total of \$2,841,802. In FY2005, we expect these numbers to vary based on the budget issued by Congress. Final decisions are dependent on funding availability. Assistance may be available through a grant, cooperative agreement, Inter-Agency Agreement (IAG), or contract support.

Eligible applicants: For the Wetlands Grant program, state, tribal and local governments

are eligible. The other four funding areas: state water pollution control agencies, interstate agencies, other public or nonprofit agencies, institutions, organizations and individuals are eligible. For the Tribal Source Water Protection, tribes or federal agencies, and non-profit organizations working with tribes are eligible. For-profit organizations are NOT eligible to apply directly to EPA for any of the above funds.

Cost Matching: Wetlands grants require 25% match. Match is optional for the other four funding areas.

Pre-Proposal Assistance and subsequent communication

- Questions regarding this process will **only be accepted in writing via email** at R8CFP@epa.gov. Your request will be responded to within 5 working days.
- **All** communication from EPA will be done either by email or phone.

FY2005 Region 8 “Consolidated Funding Process (CFP)” Request for Proposals (RFP)

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Section I. FUNDING OPPORTUNITY DESCRIPTION

Title: *FY2005 Region 8 Consolidated Funding Process (CFP) RFP*

Announcement Type: Initial announcement of the FY2005 process

a. Statutory Authority - Funding under this solicitation provides financial assistance for eligible activities authorized under Clean Water Act §104(b) (3).

b. CFDA Numbers & Titles:

- 66.463 -- Water Quality Program Cooperative Agreements & Grants
- 66.436 -- Total Maximum Daily Load program (TMDL) – Surveys, studies and investigation Grants and Cooperative Agreements – Section 104(b) (3) of the CWA
- 66.461 – WPDG – Wetland Program Development Grants
- 66.610 -- Regional Geographic Initiative (RGI) -- Surveys, studies, investigations and special purpose Grants within the office of the Administrator
- 66.424 – Source Water -- Surveys, studies, demonstrations and special purpose, Section 1442 of the Safe Drinking Water Act

c. Focus Area for FY2005 CFP – In order to more closely align EPA Region 8's environmental accomplishments with the regional priorities, emphasis is being placed on soliciting proposals that support Regional priorities. All CFP funding areas will include ranking criteria that evaluate proposals for both program specific components as well as alignment with regional priorities. Region 8's priorities are: 1) Agriculture; 2) Energy; 3) Homeland Security; and, 4) Revitalization (See Region 8 webpage for a detailed explanation of priorities.) <http://www.epa.gov/region8/about/vision/vision.html>.

Overview of Region 8 Priorities

- Agriculture – Region 8's objectives include developing effective partnerships and ensuring the adequacy of programs that address agricultural impacts and promote environmental stewardship in agriculture.
- Energy – Objectives include making sure that air quality and visibility are not degraded by power plant emissions; rivers, drinking water sources and ground water are protected from polluted runoff and wastes; and ecosystems and wetlands are preserved as energy development infrastructure expands.
- Homeland Security – Objectives include strengthening the communication networks we have established with federal, state and local response authorities; enhancing expertise and readiness through training and coordinated exercises; and taking additional steps to secure infrastructure and hazardous materials.
- Revitalization – Revitalization is a term EPA uses to describe efforts to restore impaired ecosystems and polluted areas to bring them back into productive use.

d. FY05 Funding

The Region will consider approving multi-phase projects. For example, in the FY04 CFP, project periods were between 12-18 months long and the requests for funding was for one phase only. Under the multi-phase approach, applicants can request funding up to two

phases. The project cannot exceed 3 years. This option will allow a project with distinct, but inter-related phases to be approved in the FY05 competitive process for the duration of the project. CFP funding ceilings apply to each phase. Based on project officer approval of performance in FY05 and FY06 and availability of funding, subsequent years will be funded without further competition one fiscal year at a time. We reserve the right to negotiate funding levels and work plans in subsequent years. In addition, we reserve the right to approve any or all phases of a multi-phase proposal. If a multi-phase proposal is partially funded, the remaining project phases would have to compete in the following fiscal year.

The total amount of CFP funding available is dependent on final budget allocations, which have not yet been determined for FY2005. Nevertheless, in FY05, one objective of the CFP will be to provide an average funding level of approximately \$45K. Proposals will compete within similar budget levels (e.g., a \$200K project would not compete with a \$25K project.) **The CFP funding range will be \$10K - \$200K.**

e. Program History In FY2001, Region 8 redesigned our funding process in order to offer “one-stop-shopping” to applicants seeking funding in specific funding areas by sending out a single, multi-program Request for Proposal (RFP.) In Region 8 we refer to this process as the “Consolidated Funding Process and/or CFP.” The Consolidated Funding Process is highly competitive, combines five funding areas under one joint annual solicitation; provides a focal point for the individual program review & evaluation; and consolidates the individual program funding recommendations into one final package for senior management approval.

f. Projects Funded Previously In the past CFP has provided financial assistance to support restoration of impacted watersheds, protection of pristine or high value watersheds or ecosystems, and water quality improvements. Funded projects generally:

- Met the review criteria for one or more of the five program specific funding areas;
- Included **budget narratives which clearly justified the requested funding**;
- Included a detailed budget form;
- Met the required format;
- Addressed the focus areas;
- Developed proposals in connection with **local, regional, state or tribal plans or priorities**;
- Showcased innovation;
- Led to results within a two-year time frame; and
- Demonstrated **commitment from organizations** or individuals key to the success of the project, especially those contributing financial or in-kind support.

Executive Summaries developed for several of the projects funded in FY2004 are available at our website

(<http://www.epa.gov/region8/communityresources/ecoprotection/newgrant.html>)

g. For More Information. Questions regarding this process will **only be accepted in writing via email at R8CFP@epa.gov**. Your request will be responded to within 5 working days via email or by phone (please include contact number on your email.)

Section II. AWARD INFORMATION

In previous years we have received approximately 140–150 proposals. Region 8 has been able to fund 40 to 50 of these proposals each year. In the FY2004 CFP funding cycle, Region 8 funded 57 out of 135 proposals. In FY2005, we expect these numbers to vary based on the budget issued by Congress. **Final decisions will not be made until funding is available.** In the table below you will find FY04 award information within each funding area.

	Water Quality Program Cooperative Agreement and Grants	TMDL Program Grant	Wetlands Protection Project Grants	Regional Geographic Initiative
FY2004 Region 8 Allocation	\$817,900	\$240,792	\$1,585,250	\$197,860
FY2004 Average Award Amount	\$55,000	\$40,000	\$55,000	\$29,000
FY2004 Program Funding Cap	\$100,000	Requests may exceed \$100,000	\$100,000	\$30,000
Match Requirements	Optional	Optional	25%	Optional
Type Of Assistance Instrument	Gant, cooperative agreement, Inter-Agency Agreement (IAG)	Grant, cooperative agreement, Inter- Agency Agreement (IAG), or contract support	Cooperative Agreements	Gant, cooperative agreement, Inter-Agency Agreement (IAG),
Anticipated Start Dates	30 days after award	30 days after award	30 days after award	30 days after award
Period Of Performance	Three years	Three years	Three years	Three years
Eligibility	States, Tribes, local Governments, Non-profit Orgs, federal agencies	States, Tribes, local Governments, Non- profit Orgs, federal agencies	States, Tribes, Local Governments	States, Tribes, local Governments, Non-profit Orgs, federal agencies

Section III. ELIGIBILITY INFORMATION

- **RGI projects eligible for funding:**
 - Studies problems that are multi-media;
 - Demonstrates state, local and/or other stakeholder participation;
 - Geographically-based;
 - Fills critical gap in the Agency's ability to protect human health and the environment;
 - Showcases places, sectors or innovative projects;
 - Based on a regional, state tribal or other strategic plan; and/or
 - Encourages coordination and cooperation between media programs and partners.
- Section 104(b)(3) of the Clean Water Act authorizes the award of grants for "... **research, investigations, experiments, training, demonstrations, surveys, and studies** relating to the causes, effects, extent, prevention, reduction and elimination of (water) pollution" to support the restoration of impacted watersheds, protection of pristine or high value watersheds or ecosystems, and water quality improvement.
- States, tribes & local governments **are eligible** to apply for Wetland Program Grants. Proposals demonstrating a 25% match **are eligible** for consideration under the Wetlands Grants Program
- State water pollution control agencies, interstate agencies, other public or nonprofit agencies, institutions, organizations and individuals **are eligible** to apply for TMDL, Water Quality, and RGI funding.
- Tribes or federal agencies, and non-profit organizations working with tribes **are eligible** to apply for Tribal Source Water Protection funding.
- Proposals to renew or supplement existing projects **are eligible** to compete.
- Incomplete proposals or proposals that do not follow the required format are **NOT eligible** and will be returned to the applicant without being reviewed under the FY2005 CFP.
- Email & fax submissions are **NOT eligible**.
- For-profit organizations are **NOT eligible** to apply directly to EPA for these funds.
- Routine program implementation, implementation of routine water quality protection or restoration measures, regulatory compliance or mitigation, land acquisition, recreational features such as hiking trails, purchase of vehicles, or completion of work which was to have been completed under a prior grant are **NOT eligible** activities.
- Proposals for research within the purview of EPA's Office of Research and Development are **NOT eligible**.

Section IV. APPLICATION AND SUBMISSION INFORMATION

Incomplete applications, proposals not conforming to the following format and/or proposals postmarked after December 15, 2004 will be returned to the applicant without being reviewed under the FY2005 CFP Process.

a. Proposal Submission Requirements Table & Schedule				
	Required Content	Required format	When to submit	Submitted to whom
Proposal	Executive Summary, (no more than 2 pages) Proposal, (no more than 10 pages) Budget pages (no more than 2 pages) Original Signature Page, (no more than one page) Checklist, (no more than one page) Letters of Commitment and/or Support (no more than 3 pages)	Word processing format saved in one file on <u>one</u> CD-ROM <u>Accompanied by one paper copy, single sided 8 1/2" X 11" paper in 12 point font.</u>	Postmarked by Monday, December 15, 2004	<u>Consolidated Funding Process</u> Attn: Cynthia Gonzales U.S. EPA Region 8 (8EPR-EP) 999 18 th Street, Suite 300 Denver, CO 80202-2466 *Verification of receipt of your proposal will be sent email only.
Letters of Commitment and/or support	3 rd party affirmation of proposal idea & their intended support	3-letters maximum per proposal (paper attachment, electronic version not necessary.)	Must be included with proposal Submission on December 15 th , as last page(s) of the paper copy of the proposal	See Above Address
Maps & Pictures	Applicable to proposal	Indicate in the Executive Summary availability and/or location	Upon Request Only – <u>do not</u> include with your proposal	Requestor

IMPORTANT DATES TO REMEMBER

Friday, October 15, 2004 – Date for release of FY05 CFP RFP

Wednesday, December 15, 2004 – Date complete proposal (including all attachments) on CD and one hard copy must be postmarked (on or before.)

Friday, April 8, 2005 – Expected process completion date.

Section IV.b. PROPOSAL FORMAT

****Please note! Incomplete applications and/or proposals not conforming to the following format will be returned to the applicant without being reviewed under the FY2005 CFP Process. Verification of receipt of your proposal will be sent by email only.**

Proposal is **required** to be saved in one complete file in a word processing format on **one CD-ROM** accompanied by one paper copy, single sided 8 ½" X 11" paper in 12 point font. Proposal length shall not exceed 17 pages.

1. **Executive Summary** – No more than two pages total
2. **Proposal** – No more than 10 pages total.
3. **Budget** – No more than two pages.
4. **Letters of Commitment and/or Support** – No more than three letters, total, must accompany proposal, letters will not be accepted after the proposal deadline.
5. **Original Signature Page**
6. **Checklist**

1. Executive Summary – *No more than two pages* – **REQUIRED & must include the following elements in the order in which they appear below:**

1. **Descriptive Project Title** (8 words or less)
2. **Indicate which State(s)/Tribe(s) in Region 8 the Work Will be Done**
3. **Environmental Setting /Problems** (50 words or less)
4. **Major Goals** (50 words or less)
5. **Project Summary** (50 words or less)
6. **Summary of Alignment to Region 8 Priority** (1 to 2 paragraphs)
7. **Funds Requested (If a multi-phase project, include total amount for ALL phases.)**
8. **Match (for Wetlands must be 25%)**
9. **Hydrological Unit Code** (<http://cfpub.epa.gov/surf/locate/index.cfm>) **and Name of Watershed or Latitude and Longitude of Project Site (whichever is appropriate)**
10. **Indication of Whether or Not Maps and/or Pictures are Available & Location**
11. **Sponsoring Organization**
12. **Contact Names and Titles (two contacts)**
13. **Addresses**
14. **Phone Number(s)**
15. **Fax Number(s)**
16. **Email Addresses** (email addresses for two contacts)
17. **Tax Status** (e.g., local government, tribe, 501(c) (3) etc.):
18. **Tax ID#:**

2. Proposal – *No more than ten pages* - **REQUIRED & must include the following in the order in which they appear below:**

1. Environmental Problem Description

- How does the environmental problem align with one or more of Region's priorities?

2. Goals of the Project

- Environmental or human health protection or restoration outcomes to be achieved.
- How do the goals of the project align with one or more of Region's priorities?
- How will the project achieve measurable capacity building and/or environmental results?

3. Description of project

- Ecosystem/watershed or industry sector targeted by project
- Project location
- Background information
- Work to be completed to achieve the goals listed above - including who is responsible for the work (staff or outside help)
- Approximate hours necessary to complete the work
- Equipment needs, sampling and analysis (an EPA approved Quality Assurance Project Plan must be developed before collection of environmental data) and location information
- How does the project align with one or more of the Region's priorities?

4. Outputs and Progress Reports - List outputs or deliverables that will be produced (e.g. manuals or other documents, videos, number of field days.) List when progress reports will be given to EPA and what will be included in the reports (e.g., status of each of the project goals and milestones, reasons for slippage, adjustments to completion dates). At a minimum, semi-annual reports and two copies of final report(s) are required. **Applicants must** provide EPA with water quality data via STORET or in an electronic data deliverable (EDD) compatible with STORET.

5. Milestones - Include a milestones table or list (e.g., start, and completion dates) of what is to be achieved by certain dates and events that will occur throughout the project that EPA will use to track progress. Note: Since actual project start dates are difficult to anticipate, it is best to present milestones in a "Month 1, Month 2, Month 3, etc., format rather than specific dates. Include milestones for environmental and human health protection goals, and the specific results achieved.

6. For Cooperative Agreements Only: Describe the anticipated level and nature of involvement between the federal government and the recipient.

4. Budget – no more than two pages – REQUIRED and must include a detailed budget narrative & table. (We recognize that minor adjustments may be necessary for successful applicants based on work plan negotiation.) Develop a paragraph budget narrative (no more than 200 words) explaining how you intend to use the money. Be as specific as possible in describing what will be accomplished under each category. The proposed budget must be in compliance with Office of Management and Budget circulars (www.whitehouse.gov/omb/circulars/index.html).

BUDGET TABLE– REQUIRED – include table after the budget narrative paragraph

Budget Category	Funds Requested	Phase One		Phase Two		Total (Columns C thru F)	What will be purchased and/or accomplished?
		E) Matching Contributions (including In-Kind)	F) Indirect Costs	E) Matching Contributions (including In-Kind)	F) Indirect Costs		
Salaries & Benefits							
Travel							
Equipment							
Supplies/Materials							
Contractual Services							
Printing/Outreach							
Other							
Totals							

4. LETTERS OF COMMITMENT and/or SUPPORT – Optional

You may provide letters of commitment from organizations or individuals key to the success of the project, especially those contributing financial or in-kind support. **We will not accept more than three letters total per proposal.** All letters of support must be included with proposal submission on December 15th (Section IV.b. #4). Letters of commitment will not be accepted after December 15, 2004.

5. Original Signature Block

SIGNATURE OF APPLICANT

(An original signature page must be received with this proposal)

I certify that the above information is true and accurate.

Signature of Executive Director or Project Officer Date

Name, Title

6. Consolidated Funding Process CHECKLIST - *Please mark an X next to each funding area that applies to your proposal* The purpose of the following checklist is to assist EPA in assuring all proposals are reviewed by the appropriate program experts and / or teams and is not intended to reflect priorities for funding

Which “Eligible Activities” does your proposal include?

- ☐ Research
- ☐ Investigations
- ☐ Experiments
- ☐ Training
- ☐ Demonstrations
- ☐ Surveys
- ☐ Studies
- ☐ None

Which “Region 8 Priority(s) does your proposal align with? (For additional information about R8 priorities, please visit the R8 home page at: <http://www.epa.gov/region8/about/vision/vision.html>,

- ☐ Agriculture
- ☐ Energy
- ☐ Homeland Security
- ☐ Revitalization
- ☐ Direct Implementation
- ☐ None

Which Program Funding Area(s) best fits your proposal based on criteria:

Water Quality Program Cooperative Agreements & Grants

Please refer to page 16 for specific program review criteria and project types typically funded under this funding area.

Wetland Program Development Grant

Please refer to page 17 for specific program review criteria.

TMDL Development

Please refer to page 16 -17 for specific program review criteria and priority project list.

Regional Geographic Initiative

Please refer to pages 17 and 18 for specific program review criteria and project types typically funding under this funding area.

Source Water Protection

- ☐ General Source Water Protection
- ☐ Tribal Source Water Protection

Please refer to pages 18 and 19 for specific funding criteria and project types typically funding under this funding areas.

Section V. APPLICATION REVIEW INFORMATION

A. General Review Criteria (applies to all five funding areas)

Region 8 has established a point system for evaluating proposals. The total points available are 100. Each program area will evaluate two sets of criteria: “general” and “program” criteria. Each program funding area will use the same general criteria to evaluate proposals. **The total amount of points available for the general criteria is 70 points.** Below is a breakout of each criteria and the weight associated with each:

- Goals clearly address: (20 point)
 - A well defined environmental need;
 - Alignment with regional priorities; and,
 - Achievement of measurable outcomes and results
- Evaluation and monitoring – ability to achieve and demonstrate results with reasonable and appropriate measures (15 points.)
- Project tasks and milestones support goals (10 points.)
- Partners committed – project has support (10 points.)
- Innovation (5 points.)
- Budget - clear, reasonable, leveraging other resources (5 points.)
- Transferability of project methodology/results (5 points.)

B. Program Review Criteria (30 points)

WATER QUALITY PROGRAM COOPERATIVE AGREEMENT AND GRANT CRITERIA (66.463)

Assistance will be targeted to States, Tribes, interstate agencies, and other public or nonprofit organizations that commit to specific activities. Eligible activities should be of a relatively short time frame (1 to 2 years) with the ability to achieve and demonstrate results. All projects should relate to the National Pollutant Discharge Elimination System (NPDES) program (e.g. discharge or potential discharge of pollutants from a discrete conveyance such as a pipe or ditch to surface water; biosolids; industrial pretreatment; stormwater; concentrated animal feeding operations; wastewater management). **Grants are not to be awarded for routine program implementation, implementation of routine water quality protection or restoration measures, regulatory compliance or mitigation, land acquisition, recreational features such as hiking trails, purchase of vehicles, or completion of work which was to have been completed under a prior grant.**

In addition to the general criteria (70 points) discussed above all proposals considered for funding under the Water Quality Program Cooperative Agreement and Grant Program will be rated on the following program specific criteria:

- The project relates to the discharge or potential discharge of pollutants to surface water from a discrete conveyance (e.g. a pipe or ditch) and supports a core water quality protection program? (20 points)

- Consistency of the project with the watershed-based approach to environmental improvement through point and non-point source control functions. (10 points)

For further example topics that would fall under core water quality protection programs and regional priorities please refer to Region 8's FY 2005 Guidance for Water Quality Program Cooperative Agreement and Grants available on the CFP website.

TOTAL MAXIMUM DAILY LOAD (TMDL) PROGRAM CRITERIA (66.436)

The following projects will be given priority:

- Projects that directly contribute to the development of a TMDL for a 303(d) listed water body and address non-point source issues. (10 points)
- Proposals reviewed and supported by the State TMDL programs (8 points)
- Projects for water bodies that are identified on the State 303(d) list as high priority and/or targeted (5 points)
- Projects that help achieve court-ordered TMDLs, per consent decree or settlement agreement (5 points)
- Projects that contribute to the recovery of threatened or endangered species listed pursuant to the Endangered Species Act. (2 points)

WETLANDS PROGRAM DEVELOPMENT GRANT CRITERIA (66.461)

Proposals must include the following elements to be considered for wetlands funds: 1) the projects must contribute to the direct protection of wetlands, 2) the project must result in product/deliverable(s), 3) the project must address national and regional priorities (see guidance on our web site), 4) the project must be consistent with state/tribal/local government wetlands conservation priorities or strategy(s), and 5) The applicant must demonstrate a non-federal match of 25% of the total project cost.

The WPDG places new emphasis on projects that will demonstrate how the use of management, technical and information tools lead to a positive environmental outcome. The outcome should be expressed in terms of a goal to document improvement in wetland quantity and quality in specific geographical areas, and across an entire State or Tribal nation. States and Tribes are encouraged to integrate wetland monitoring goals with their existing State and Tribe monitoring strategies that they submit.

While WPDGs can continue to be used by recipients to build and refine any element of a comprehensive wetland program, emphasis through the competition process will be given to funding projects that address these four areas:

- 1) Strengthening State/Tribal comprehensive wetland programs - 5 points
- 2) Developing a comprehensive monitoring and assessment program - 10 points
- 3) Improving the effectiveness of compensatory mitigation - 5 points
- 4) Refining the protection of vulnerable wetlands and aquatic resources - 10 points

Projects from non-government entities can be funded, but only as a pass-through grant to the lead wetland coordination agency and must be closely coordinated with them. Projects that collect environmental data must have an approved Quality Assurance Project Plan and the data must be made available as a part of the existing public databases or lead to the creation of that type of database. Please refer to the Wetlands Program Guidance Memorandum on the CFP website.

REGIONAL GEOGRAPHIC INITIATIVE (66.610)

The Regional Geographic Initiative funds unique, geographically based projects that fill critical gaps in the Agency's ability to protect human health and the environment.

In Region 8, RGI funding supports projects in geographic areas in Colorado, Montana, North Dakota, South Dakota, Utah & Wyoming that have been identified as a high priority by the Region, States, Tribes, localities, or citizen groups due to high or potentially high human health or ecosystem risk, or due to significant potential for risk reduction or avoidance. RGI funding encourages coordination and cooperation between media programs and partners. Problems addressed by RGI often showcase innovative solutions. Although RGI funded projects frequently contribute to the goals of overarching, long term initiatives or plans, individual RGI projects are generally one or two years in duration, with four years generally being the maximum.

RGI criteria (30 points)

RGI proposals will be evaluated on:

- Integrate watershed protection (e.g., combining water quality protection approaches in a single integrated effort) and/or multi media activities (e.g., Water, Air Hazardous Waste) – 15 points
- Fill critical gaps outside funding program areas through partnerships in high priority places or sectors - 15 points

SOURCE WATER GRANTS (66.424)

Local SWP Grants

The Source Water Protection program is looking for proposals that will use the results of source water assessments to move to protection of sources of drinking water from contamination. Protection may include addressing sources of existing contamination, and/or addressing activities or facilities that pose a threat, but do not currently contribute contaminants to either surface or ground water used for public water supply. Those water systems which do not already have a source water assessment, such as those in Wyoming that did not opt into the state's process, must complete an assessment as part of the project. (Match is optional.)

Proposals will be evaluated on how well they (30 pts):

- Use source water assessment information to address existing sources of contamination to surface or ground waters which are currently, or will be used in the future as a source for public water supply, or
- Use source water assessments to prevent future contamination of surface or ground water which are currently, or will be used in the future as a source for public water supply, or
- Complete or update a source water assessment for a public water system and plans to address existing or potential sources of contamination that impact or threaten the water supply.

Tribal Source Water Protection Grants

The Source Water Protection program is looking for proposals to complete source water assessments in accordance with EPA guidelines and implement Source Water Protection for public water systems in Indian Country. Protection may include addressing sources of existing contamination, and/or activities or facilities that pose a threat, but do not currently contribute contaminants to either surface or ground water used for public water supply. Construction activities are not eligible for funding under this program. (Match is optional.)

Proposals will be evaluated on how well they (30 pts total):

- Use source water assessment information to implement a source water protection plan that addresses existing sources of contamination to surface or ground waters which are currently, or will be used in the future as a source for public water supply, or
- Use source water assessments to implement a source water protection plan that addresses possible future contamination of surface or ground water which are currently, or will be used in the future as a source for public water supply, or
- Complete or update a source water assessment for one or more public water system and plans to address existing or potential sources of contamination that impact or threaten the water supply.
- A complete source water assessment per EPA guidelines includes the following steps
 - Delineation of Source Water Protection Area(s)
 - Completion of inventory of potential contaminant sources
 - Susceptibility analysis to determine relative risk to water source posed by inventoried potential contaminant source.
 - Provide a report to the public
- Complete or update a source water assessment for one or more public water system and plans to address existing or potential sources of contamination that impact or threaten the water supply.

C. Review Process

- All proposals will be screened for eligibility under each of the grant programs described in the RFP and all eligible grant applications will be considered for funding.
- An EPA review panel will make the final determination regarding under which grant programs the project or separable components of a project may be considered.
- The proposals will be evaluated in the context of each of the five funding areas and under the general and program funding criteria.
- Program Funding Coordinators will submit a list of recommended awards to the CFP Coordinator.
- A joint review by a multi program panel will make final recommendations to senior management. Senior management will make the final decisions.
- **Proposals for energy development require EPA Headquarters and the Whitehouse review prior to award.**
- Reviewers will be required to sign a disclosure of conflict of interest and will be removed from review of proposals where conflict of interest exists.
- Awards will not be made exclusively based on the evaluation. In order to serve and reflect the geographic diversity of the Region, EPA will be funding high quality projects in various Localities in the Region to insure adequate project distribution throughout Region 8.

- Cost sharing or match is not a review criterion. Match is, however, an eligibility factor for Wetlands only.
- If your proposal is located in North Dakota or Utah, Executive Order 12372, the Intergovernmental Review of Federal Program, is applicable. You must contact the State's Single Point of Contact for information.
- We expect that the selection process will be extremely competitive and will not be able to fund all high quality proposals. **Strengthening factors** are used in Region 8 to break ties among applications with equivalent scores after evaluation against all other factors. We highly recommend reviewing the strengthening factors applicable to the different areas as well as these general strengthening factors:
 - Projects that integrate water programs (e.g., TMDL, NPS, SWP, NPDES) using a watershed approach
 - Results within a 2-year time frame
 - Demonstration that the proposal is an un-funded part of a related, ongoing project with documented performance and progress
 - Region 8 states will be given a list of the proposals we receive from their state to review and rank and will also have the opportunity to comment on the draft funding recommendations. CFP considers proposals ranked high by the State as a strengthening factor and these proposals will be given additional points. We encourage you to incorporate state priorities into your proposal.

NOTE: Final funding decisions will be made after EPA receives its final budget.

Communication on the status of EPA's final budget will be sent out via email as information is available.

Section VI. AWARD ADMINISTRATION INFORMATION

The anticipated announcement of funding recommendations is April of 2005 **contingent upon availability of funding**. Applicants will be notified in writing of the outcome of the selection process after all awards have been finalized.

If your proposal is funded, you will be required to complete the full EPA assistance agreement application package. Most of the information required in the full package will have already been submitted with the proposal. There are, however, a number of additional forms and pieces of information that EPA requires before releasing the funds. This could include a Quality Assurance Project Plan (QAPP) /Quality Control plan (QAQC) if data will be collected for the project; disclaimers regarding lobbying activities; and statements of organizational status. Specific financial and other reporting requirements will be identified in the EPA award agreement.

There will be programmatic conditions to adhere to depending upon the funding area that support a proposal. These special conditions include, but are not limited to following EPA guidance on work plan development; collection and management of environmental data; annual reporting; final report formatting; and training requirements. These conditions will be included in the award agreement and will be available upon request before the award.

Dates for work plan and application submittal will be available following the announcement of FY2005 decisions.

Water Quality Program Cooperative Agreement & Grant award applications must be in by September 30, 2005. The application may be cancelled if arrangements are not made for a later submittal date.

Before money is awarded, the applicant must ensure that proper systems are in place to track and administer funds. Applicants shall demonstrate the ability to achieve the goals of the project by referencing past accomplishments, supplying resumes of project leads, etc.

Should the selection be disputed, the Region will adhere to the dispute resolution process in accordance with 40 CFR 30.63 and Part 31, subpart F.

Section VII. Agency Contacts

FUNDING SOURCE	PROGRAM MAIN POINT OF CONTACT	PROGRAM BACKUP CONTACT
Water Quality Project Grants	Pauline Romano 303-312-7835 romano.pauline@epa.gov	
TMDL Program Funding	Vern Berry 303-312-6234 berry.vern@epa.gov	Kathy Hernandez 303-323-6101 Hernandez.kathryn@epa.gov
Wetlands Program Development Grants	Brent Truskowski 303-312-6235 truskowski.brent@epa.gov	Sarah Fowler 303-312-6192 fowler.sarah@epa.gov
Regional Geographic Initiative	Cynthia Gonzales 303-312-6569 gonzales.cynthia@epa.gov	Pam Dougherty 303-312-6012 dougherty.pam@epa.gov
Source Water Funding	John Giedt 303-312-6550 Giedt.John@epa.gov	Marcella Hutchinson 303-312-6753 Hutchinson.Marcella@epa.gov

Section VIII. Other Information

- **EPA reserves the right to reject all proposals or applications and make no awards.**
- **Final decisions will not be released until EPA Region 8 has received FY2005 funding.**
- *If you cannot access the Internet to download this document or other documents in association with this RFP you may request paper copies by contacting one of the Region 8 staff members listed on the contact sheet in Section VII of this solicitation.*
- *This RFP contains all the information you need to apply. Please note, there may be references to specific websites that may contain some additional material that you may wish to access.*
- *****Caution! Do not include confidential information on this application. The information on this application may be subject to public review.***